**Field Education: Learning Contract**

**FED 672/673/750/755/781**

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| Student Name:  | Student E-mail: |
| Student Phone: | Semester/Year: ( / ) Church [ ]  Community [ ]  |
| Site Name(s): |
| Site Address/City/State/Zip: |
| Nature and primary functions of site (i.e. church, hospital, mission, etc.): |
| Supervisor/Mentor Name(s) (Please Type or Print): |
| Supervisor Email:  | Supervisor Phone: |

*(Double click on the box* **“***[ ]* **”***beside each selected activity. In the pop-up menu click the* **“Checked”***box and then click* **“OK”**

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| [ ]  Administration | [ ]  Evangelism/Visitation | [ ]  Prayer  |
| [ ]  Administer Sacraments  | [ ]  Food Pantry | [ ]  Preaching  |
| [ ]  Build Relationships | [ ]  Funerals/Weddings | [ ]  Referral Skills  |
| [ ]  Chaplain’s Work | [ ]  Homeless Care | [ ]  SS/Teaching/VBS |
| [ ]  Clothing | [ ]  Interpersonal Skills | [ ]  Volunteerism  |
| [ ]  Community Issues | [ ]  Lead Small Groups | [ ]  Youth Work |
| [ ]  Counsel/Heal/ Guide | [ ]  Lead Worship Service | [ ]  Other |
| [ ]  Counsel/Spiritual Formation | [ ]  Meal Services | [ ]  Other |
| [ ]  Custodial Work  | [ ]  Media Ministry | [ ]  Other |
| [ ]  Denominational Issues  | [ ]  Mentoring | [ ]  Other |
| [ ]  Discipleship/Spiritual Formation | [ ]  Missions | [ ]  Other |

**STUDENT RESPONSIBILITIES**: During the course of the semester the student shall engage in the above activities designations above agreed upon after being discussed with the supervisor/mentor named above.

* Student must be involved in at least 5—but no more than 15—areas of ministry for the completion of the practicum,
* Students enrolled in MAPT, Modular, Distant, and PCC Degree plans ***must*** participate in Church and Community type programs simultaneously *(e.g. full service church’s or ministries, chaplaincy programs, missions, etc.).*
* All other M.Div. students must have ***an approved petition*** to participate in Church and Community type programs simultaneously.

**SITE SUPERVISOR/MENTOR RESPONSIBILITIES**: The designations of duties listed above should be discussed and agreed upon with the student. During the course of the semester the Site Supervisor shall engage the student in the completion of the above duties and the requirements in the Student Handbook

* Supervisor/Mentor: Ensures that student works a minimum of 120 or 240 hours for 12 weeks based on contract designations assignments checked above. This arrangement includes weekly one-on-one supervision with a Site Supervisor/mentor named above or someone designated by the supervisor/mentor listed above.
* Supervisor/Mentor: Completes the Final Evaluation in the presence of the student. The signed Evaluation is then scanned and uploaded to the designated D2L Dropbox.

**SITE CERTIFICATION IS FOR ONE YEAR AND MUST BE RENEWED ANNUALLY.**

1. **Site(s)** **have to** have been in operation for at least three (3) years. In good standing in the community.
2. **Site(s) Supervisor /Mentor** must by signature agree to the requirements in the Student Handbook and duties listed in this contract for student as a supervisor/mentor.
3. **The FED Experience** will be sanctioned for a grade when this contract has been signed and dated by Supervisor.
4. **New** **Sites** **Supervisors** Should contact with the Director of Field Education for verification and/or clarification of any requirements in the Handbook or this Contract. Contact the FED Office at 918.495.7091 or jbarber@oru.edu,\
5. **This Agreement** is entered into for one year from the date below between the ORU Graduate School of Theology and Ministry, the ORU Student, and the Site Supervisor. By signing this agreement, all parties agree to the stipulations herein.

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Supervisor/Mentor Signature: Date

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Student Signature: Date